

16 February 1953

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MEMORANDUM FOR: CHIEF, CLASSIFICATION AND WAGE ADMINISTRATION  
ATTENTION : Mr. [REDACTED]  
SUBJECT : Up-Grading of Position

25X1A 1. It is requested that the position Secretary (Steno) GS-318 5: No. [REDACTED] in the EE Headquarters Division T/O, be reclassified GS-7 Fiscal Clerk. The purpose of this reclassification is to bring our [REDACTED] Section positions in line with the actual work performance.

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2. Your prompt consideration of this change is requested inasmuch as a transfer of personnel is involved.

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[REDACTED]  
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